PALO VERDE COMMUNITY COLLEGE DISTRICT

MUSIC INSTRUCTOR
ANNOUNCEMENT

POSITION:
Music Instructor - Full-time, tenure track certificated position (177-day academic year)

NATURE OF THE ASSIGNMENT:
Palo Verde College offers a unique opportunity to develop an emerging music program. The college recently opened a new, multi-million dollar Fine and Performing Arts Center, which includes office, classroom, storage, and rehearsal space, a state-of-the-art digital piano class room, a fine collection of new pianos and percussion instruments, and a 400-seat theater. The music instructor will build relationships with the local community, including personnel at the local school district. The instructor will teach transfer and general music courses that may include: a) one or more performing ensembles such as concert band, jazz ensemble, percussion ensemble, choir, men's or women's chorus, or show choir; b) music history and appreciation, including history of rock music; c) music of non-western cultures; d) music composition with digital media; e) group instruction, such as piano, voice, musical theater workshop, guitar, wind instruments, and/or percussion. Classes will be assigned by the Vice President of Instruction and Student Services in consultation with the successful applicant and in consideration of his or her areas of interest and expertise. In addition, the instructor shall be responsible for creating, maintaining and updating curricula relevant to the assigned instructional area. Further, the instructor will participate in all appropriate faculty functions, including non-teaching assignments, office hours, and committee meetings. This position could require day, evening, possible weekend, distance learning assignments and on-line assignments.

MINIMUM QUALIFICATIONS:
1. The instructor shall meet the minimum qualifications required for this position, consisting of a master's degree in music OR bachelor's degree in music AND master's degree in humanities, OR the equivalent.
2. Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation and ethnic backgrounds of community college students.

TO APPLY:
The application is available on the Palo Verde College website at www.paloverde.edu. All materials must be typed and submitted together and include: the PVC Certificated application, resume, copies of a complete set of transcripts (if hired, official transcripts are required) and 3 references including, e-mail address and complete phone number.

Human Resources Contact:
Vicky Lujano, Human Resources Technician
Palo Verde Community College District
One College Drive
Blythe, California 92225

If you have any questions, please call (760) 921-5507.

PALO VERDE COMMUNITY COLLEGE DISTRICT

One College Drive
Blythe CA 92225

Telephone: (760) 921-5500
Fax: (760) 922-0230

MUSIC INSTRUCTOR

THE COLLEGE:
Palo Verde College is a publicly supported 2-year college located in the beautiful Southeastern California desert. Yearly enrollment is approximately 3,200 students (full and part-time).

POSITION: Music Instructor
Full-time, certificated position. (177-day academic year)

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EXAMPLES OF DUTIES AND RESPONSIBILITIES:
1. Teach a variety of lower division music courses, including music history and appreciation, class piano, and at least one performing ensemble.
2. Recruit music students.
3. Develop community college music curricula.
4. Prepare, evaluate, and revise course outlines and syllabi, including SLOs and course materials.
5. Maintain organized sets of course and student records.
6. Serve on appropriate college and faculty committees.
7. Maintain campus office and duty hours, submit grades and reports on or before deadlines, and attend faculty meetings, student activities, etc.
8. Perform other duties associated with full-time employment.

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2. Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation and ethnic backgrounds of community college students.

PLEASE NOTE: Equivalency may be granted upon successful application by the candidate and recommendation by the Academic Senate. The granting of equivalency is not a promise of future employment.

PREFERRED QUALIFICATIONS:

1. Coursework in music education.
2. Community college teaching experience.
3. Experience as an ensemble teacher/conductor at the secondary or college level. Particularly desirable are candidates with experience as directors of college or adult community jazz ensembles.
4. Experience teaching piano, either privately or in group lessons.
5. Success with college music program development, community outreach, and recruitment efforts.
6. Experience as a music director of multiple musical theater productions.
7. Experience operating sound equipment in a concert setting.

FINE AND PERFORMING ARTS CENTER: In 2012, Palo Verde College opened the Fine and Performing Arts Center, a major facility consisting of a 400-seat theater, a rehearsal/recital room, practice rooms, an open- air performance venue, classrooms, and faculty and staff offices. The college is in the process of building programs in music, theater, and art and is engaging with the Blythe community and local schools for joint productions and other projects. The music instructor will assist in outreach and program development efforts.

LOCATION:
The City of Blythe, home of Palo Verde College, is one of the busiest entrance points to California. Blythe is located in a desert oasis adjacent to the beautiful Colorado River. Boating, fishing and hunting attract many tourists. Blythe, in the fertile Palo Verde Valley, is primarily an agricultural area. The Palo Verde Valley is centrally located between Phoenix and Los Angeles, Las Vegas and the Mexican border. The valley's desert climate, with more than 350 days of sunshine and mild winters, attracts thousands of winter visitors every year.

SALARY:
Starting salary ranges from $48,808 to $68,746. Placement on the academic salary schedule is determined by education and experience. A generous benefits package includes medical, vision, dental, and life insurance.

APPLICATION/FINAL FILING DATE:

The application is available on the Palo Verde College website at www.paloverde.edu. All materials must be typed and submitted together and include: the PVC Certificated application, resume, copies of a complete set of transcripts (if hired, official transcripts are required) and 3 references including, e-mail address and complete phone number.

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Candidates selected for an interview must provide access to online video recordings of the applicant leading a rehearsal and/or conducting a performance of an ensemble. Recordings of 10-15 minutes should demonstrate the applicant's rehearsal and teaching techniques. Clips of the ensemble rehearsing and performing the same piece are preferred.

Within two weeks of interview notification, candidates must provide in writing: The web site address of the recording; the name of the ensemble; the type of organization (i.e. college jazz band); and the location and date of the recording. Applicants must send information via email to: vlujano@paloverde.edu.

PALO VERDE COMMUNITY COLLEGE DISTRICT
AA/EE/ADA

1. To be considered a candidate for a position in the Palo Verde Community College District, the application and materials must be on file no later than the filing deadline date.

2. The screening procedure:

    a. A committee will screen all applications. Meeting the minimum qualifications for the position does not assure an interview.
    b. The committee will invite selected candidates to an interview held at Palo Verde College. From those candidates interviewed, the committee will recommend selected persons to the Superintendent/ President who will also interview the candidates.

3. When possible, all interviews will be scheduled for the same day and evening.

4. In the interview, consideration will be given to factors in addition to education and experience, including, but not limited to, personal development, ability to work with others, initiative and sensitivity and commitment to meeting student needs.

5. ***Travel costs related to these initial interviews will be borne by the candidate.***

6. A second interview may be required for selected candidates.

7. Candidates will be notified by letter of their status as the committee progresses through the hiring procedure.

8. Candidates should not expect official notification of the status of their candidacy until the Board of Trustees has acted on the Superintendent's recommendation for employment.

9. The College reserves the right to contact the current or most recent employer of any candidate and to investigate past records.

10. The College reserves the right to re-advertise the position or to delay indefinitely filling a position if it is deemed that applicants for the position do not constitute an adequate applicant pool.

11. The College does not return to the candidate materials submitted in application for a position.

12. An optional form, *"Equal Employment Opportunity Survey,"* is distributed with each application. Completing and returning this form is done on a voluntary basis by the candidate. The voluntary form does not circulate through the screening procedure along with the application.

13. The Immigration and Naturalization Act requires the College to obtain documentation for every individual who is employed which verifies identity and authorizes his/her right to work.

14. All employees are required to sign the Oath of Allegiance and the Drug-Free Workplace policy form.

15. The provisions of this bulletin do not constitute a contract expressed or implied, and any of the provisions contained herein may be modified or revoked without notice.

PALO VERDE COMMUNITY COLLEGE DISTRICT

An Equal Employment Opportunity/American Disabilities Act Employer

Pursuant to Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and amendments and other laws, orders, and regulations governing discrimination, the Palo Verde Community College District is an equal opportunity employer. The policy of the District is to encourage applications from ethnic and racial minorities, women, persons with disabilities, and Vietnam-era veterans. No person shall be denied employment because of ethnicity or race, color, sex, age, religion, marital status, disability, sexual orientation, national origin, medical conditions, status as a Vietnam-era veteran, ancestry, or political or organizational affiliation.